

To: Potential Offerors under Subject Solicitation/**Thursday, October 21, 1999**

From: ATTN: Natural Gas Division, DESC-AEP
Defense Energy Support Center
8725 John Kingman Road, Suite 4950
Ft. Belvoir, VA 22060-6222

Subject: Request for Proposal (RFP), **SP0600-99-R-0050-0102**

1. Subject RFP is hereby issued to solicit the following monthly requirements in accordance with the provisions of the Basic Ordering Agreements issued under SP0600-99-R-0050. The **delivery period** is **November 1, 1999 through November 30, 1999**. These line items are unrestricted. Request that offerors submit their offered prices on the attached pricing sheet (Attachment 1).
2. The closing date set for receipt of offers is **Thursday, October 28, 1999, 11:00 a.m. local time, Fort Belvoir, VA. Contract will be awarded no later than Thursday, October 28, 1999, 12:30 p.m. local time, Fort Belvoir, VA, to the responsible/responsive offeror whose offer represents the best value to the Government.**
3. **Facsimile offers** will be accepted in response to this solicitation. The offeror may send its facsimile offer to the attention of the **Bid Custodian at (703) 767-8506**. Offer submissions may also be sent to the following address:

**Attn: Bid Custodian DESC-PCC, Room 3729
Defense Energy Supply Center
8725 John J Kingman Rd, Suite 4950
Fort Belvoir, VA 22060-6222**

4. In accordance with FAR 52.212-1, the Government intends to **evaluate proposals and award a contract without discussions** with offerors. Therefore, **each initial offer should contain the offeror's best terms from a price and technical standpoint**. The Government reserves the right to conduct discussions if determined necessary by the Contracting Officer.
5. **VERY IMPORTANT!!** Contractors who do not have an approved Master or Commercial **Small Business Subcontracting Plan** on file with DESC must submit a completed copy of the attached plan (see Attachment 2) **no later than Tuesday, October 26, 1999, 12:00 p.m. local time, Fort Belvoir, VA**. This applies to large businesses only if the dollar value threshold for the items for which you are offering will exceed \$500,000. **Offerors who fail to submit this documentation may be ineligible for contract award**. For more information, see FAR 52.219-9. You may also contact Robin Mathews at (703) 767-8539, or Kathy Williams in the DESC Small Business Office at (703) 767-9465, for instructions on how to complete the form. When calculating award dollars to complete the plan, assume that you will be awarded all items on which you have offered.
6. **To all Small Disadvantaged Businesses (SDBs): In order for your offer to be evaluated with the 10% SDB evaluation preference, you must state that you do not waive the 10% SDB evaluation preference, include the name of the small business producer from whom you will obtain natural gas supplies, and a supply commitment letter from this producer**. See clause I240.01, NOTICE OF PRICE EVALUATION ADJUSTMENT FOR SMALL DISADVANTAGED BUSINESS CONCERNS (ALT I)(OCT 1998) contained in Solicitation SP0600-99-R-0050 for more information.
7. Any questions regarding this solicitation may be addressed to **Nadine Sellers at (703) 767-8556**.

8. In accordance with Clause B1.06, supplies to be furnished are as follows:

APPLICABLE NOTES:

1. As used throughout this solicitation, **Dth** means dekatherm; **USD** means U.S. Dollars; **LI** means Limited Interruptible delivery; **IT** means Interruptible; **F** means Firm delivery; **MDQ** means Maximum Daily Quantity.
2. The offered firm fixed price must include all supply and transportation costs for delivery to the citygate.
3. For all Subline Items **except 1002A**, during a time of a pipeline curtailment or recall of released capacity, the contractor may claim excuse to performance for a whole delivery day per subline item, not to exceed the number of days specified during the month of delivery. No partial curtailment days may be claimed for a subline item. The limited interruptible percentage will not apply in determining the required quantity for delivery. The maximum number of curtailments days will determine the compliance with the limited interruptible delivery requirement.
4. For **Line Item 1002A**, if the quantity awarded is limited interruptible, the Contractor may claim a partial curtailment for the subline item. At the end of the month, the limited interruptible delivered quantity will determine compliance with the limited interruptible delivery percentage. The required delivery percentage for limited interruptible quantities is 90%. If the quantity awarded is interruptible, the Contractor may claim a partial curtailment for the subline item. There is no required delivery percentage for interruptible quantities.

SUPPLIES TO BE FURNISHED

The following Direct Supply Natural Gas Supplies are to be delivered to Citygate Washington Gas Light during the period 01 November 99 – 30 November 99. All items behind Citygate Washington Gas Light (1001A and 1001B) will be tied together for purposes of evaluation and award. It is noted that all installations participate in the Comprehensive Balancing Program with Washington Gas Light, which provides additional flexibility in balancing, thus reducing the possibility of penalties.

Item #	Delivery to:	Est Qty (Dth)	LI or F	Supply Mgmt (Y or N?)
1001A	Citygate Washington Gas Light	521,445	LI	Y
1001B*	Citygate Washington Gas Light	146,094	LI	Y

*D.C. Act 11-508, "Natural Gas and Artificial Gas Gross Receipts Emergency Amendment Act of 1996," became effective on January 17, 1997. The federal government is not exempt from this tax. Therefore, the offeror's proposed price should include any applicable gross receipts tax. It is the offeror's responsibility to properly calculate and factor this tax. Further information may be obtained from the Government of the District of Columbia, Department of Finance and Revenue.

Line Items 1001A and 1001B are comprised of and require delivery to the following end user locations and accounts.

Line Item 1001A:

Sub-line Number	Delivery to:	Acct #	Est Qty (Dth)	No. Curtailment days
100101	Pentagon, Washington, DC	3046.826909	38751	3
100102	Pentagon Incinerator, Washington, DC	3046.848507	1750	3
100105	Ft. Belvoir, VA	3173.449509	15000	3
100106	Ft. Myer, Arlington, VA	3008.839403	19358	3
100108	Walter Reed Medical Center, Stephen Sitter Ave., Forest Glen, MD	2555.369202	3588	3
100109	Walter Reed Medical Center, Brookeville Rd., Forest Glen, MD	2100.842802	4687	3
100113	Naval Medical Ctr., Bethesda, MD	2150.835805	64000	3
100114	Andrews Air Force Base, MD, Bldg 3409	2069.846703	24000	3
100115	Andrews Air Force Base, MD, Bldg 1732	1233.459807	19320	3
100116	Naval Surface Warfare Ctr., Carderock, MD	2150.976203	12000	3
100117	National Imagery & Mapping Agency, Ruth Bldg, Bethesda, MD	2997.051012	1271	3
100118	National Imagery & Mapping Agency, Erskine Bldg, Bethesda, MD	2150.985501	5721	3
100119	US Army Research Lab, Adelphi, MD	2048.965202	12600	3
100120	Ft. Detrick, MD (Boiler Plant)	6000.001005	63000	3
100121	Ft. Detrick, MD (Incinerator)	6000.002003	3000	3
100122	National Institute of Health	2150.835706	175000	3
100123	US Dept of Agriculture, Bldg 014, Beltsville, MD	2001-8379-01	14469	3
	US Dept of Agriculture, Bldg 202, Beltsville, MD	2049.190305	2000	3
	US Dept of Agriculture, Bldg 309, Beltsville, MD	2049.190206	2000	3
	US Dept of Agriculture, Bldg 165, Beltsville, MD	2049.190503	2000	3
100124	Patuxent River, Bldg 144	2069.843809	3070	3
	Patuxent River, Bldg 115	2069.843908	3070	3
	Patuxent River, Bldg 201	2069.844005	3070	3
	Patuxent River, Bldg 109	2069.845705	3070	3
	Patuxent River, Bldg 101	2069.845804	3070	3
	Patuxent River, Bldg 110	2069.845903	3070	3
	Patuxent River, Bldg 111	2069.846000	3070	3
	Patuxent River, Bldg 501	2069.843700	0	3
100125	Walter Reed Medical Center, Bldg. 503, Forest Glen, MD	2555.375605	16440	3
100129	GSA Suitland, (Htg. & Refrig. Plant), MD	2069.959407	0	0

Line Item 1001B:

Sub-line Number	Delivery to:	Acct #	Est Qty (Dth)	No. Curtailment days
100103	Naval Research Lab, Washington, DC	0003.977600	43412	3
100104	Bolling AFB, Washington, DC	0003.826500	8000	3
100107	Ft. McNair, Washington, DC	0003.971801	2224	3
100110	Walter Reed Med Ctr, DC Boiler Plant, Washington, DC	0054.978507	54898	3
100111	Naval Sta. Anacostia, Bldg 73, Washington, DC	0003.972908	5300	0
100112	Washington Navy Yard, Bldg 116, Washington, DC	0003.980901	27000	0
100126	Defense Intelligence Agency	0003.826609	5260	3

The following Direct Supply Natural Gas Supplies are to be delivered to Citygate Virginia Natural Gas during the period 01 November 99 – 30 November 99. All items behind Citygate Virginia Natural Gas (1002A, 1002B and 1002C) will be tied together for purposes of evaluation. After receipt and evaluation of offers, the lowest responsible offer price will be compared to the cost of fuel oil; the VNG Schedule 9 Tariff Rate; and the VNG Term Gas rate, if applicable. The Government reserves the right to make an award for a quantity less than the quantity offered, at the unit prices offered, unless the offeror specifies otherwise in the proposal.

Item # / Sub-line #	Delivery to:	Est Qty (Dth)	LI or IT	Supply Mgmt (Y or N?)	No. Curtailment Days
1002A 100201	Citygate Virginia Natural Gas USN Public Works Ctr., Norfolk, VA	248,700	LI or IT	N	3
1002B 100202	Citygate Virginia Natural Gas Ft. Eustis, VA	32,511	LI	N	3
1002C 100203	Citygate Virginia Natural Gas Camp Peary, VA	2,700	LI	Y	3

The following Direct Supply Natural Gas Supplies are to be delivered to Citygate Baltimore Gas & Electric (BG&E) during the period 01 November 99 – 30 November 99. All items behind Citygate Baltimore Gas & Electric (1003A and 1003B) will be tied together for purposes of evaluation and award.

Item #	Delivery to:	Est Qty (Dth)	LI or F	Supply Mgmt (Y or N?)
1003A	Citygate Baltimore Gas & Electric	145,631	LI	Y
1003B	Citygate Baltimore Gas & Electric	10,000	F	Y

Line Item 1003A and 1003B are comprised of and requires delivery to the following end user locations and accounts:

Line Item 1003A:

Sub-line Number	Delivery to:	Est Qty (Dth)	No. Curtailment days
100301	U.S. Coast Guard, Curtis Bay, MD	15500	3
100302	U.S. Naval Academy, MD	42810	3
100303	Maryland Procurement Office	53000	3
100305	Aberdeen Proving Ground	34321	3

Line Item 1003B:

Sub-line Number	Delivery to:	Est Qty (Dth)	No. Curtailment days
100304	Maryland Procurement Office	2000	0
100306	Johns Hopkins Lab	8000	0

PRICING SHEET

SP0600-99-R-0050-0102

Offeror Name: _____

Address: _____

Facsimile offers will be accepted in response to this solicitation. The offeror may send its facsimile offer to the attention of the **Bid Custodian at (703) 767-8506**.

The closing date set for receipt of offers is **Thursday, October 28, 1999, 11:00 a.m. local time, Fort Belvoir, VA.** Contract will be awarded no later than **Thursday, October 28, 1999, 12:30 p.m. local time, Fort Belvoir, VA, to the responsible/responsive offeror whose offer represents the best value to the Government.**

Item #	Delivery to:	Product	Est Qty (Dth)	LI or F	Supply Mgmt (Y or N?)	Unit Price Per Dth	Estimated Total Amt.
1001A	Citygate Washington Gas Light	Direct Supply Natural Gas	521,445	LI	Y	\$	\$
1001B	Citygate Washington Gas Light	Direct Supply Natural Gas	146,094	LI	Y	\$	\$
1002A	Citygate Virginia Natural Gas	Direct Supply Natural Gas	248,700	LI	N	\$	\$
				IT	N	\$	\$
1002B	Citygate Virginia Natural Gas	Direct Supply Natural Gas	32,511	LI	N	\$	\$
1002C	Citygate Virginia Natural Gas	Direct Supply Natural Gas	2,700	LI	Y	\$	\$
1003A	Citygate Baltimore Gas & Electric	Direct Supply Natural Gas	145,631	LI	Y	\$	\$
1003B	Citygate Baltimore Gas & Electric	Direct Supply Natural Gas	10,000	F	Y	\$	\$

Offeror Signature: _____

Date: _____

SMALL BUSINESS, SMALL DISADVANTAGED AND WOMEN-OWNED SMALL BUSINESS SUBCONTRACTING PLAN

OFFEROR:

Solicitation NO.:

NOTE: If a plant or division wide Master Plan is being incorporated by reference, place "X" in box and complete Part I (A thru I) and Part IV only. ☐

Date of Plan _____
(Copy of Master Plan and evidence of approval by the Government Contract Administration Office are required.)

(* = Continue on Separate Sheets if necessary.)
(** = Is not applicable with Commercial Plan.)

PART I SUBCONTRACTING GOALS:

- A. Total Dollars Planned to be Subcontracted: \$ _____
- B. Total Dollars Planned to be Subcontracted to Small Business Concerns: \$ _____
- C. Total Dollars Planned to be Subcontracted to HUBZone Small Business Concerns: \$ _____
- D. Total Dollars Planned to be Subcontracted to Small Disadvantaged Business Concerns: \$ _____
- E. Total Dollars Planned to be Subcontracted to Women-Owned Small Business Concerns: \$ _____
- F. Percentage of Total Subcontracting Dollars for the use of Small Businesses: _____ %
- G. Percentage of Total Subcontracting Dollars for the use of HUBZone Small Businesses: _____ %
- H. Percentage of Total Subcontracting Dollars for the use of Small Disadvantaged Businesses: _____ %
- I. Percentage of Total Subcontracting Dollars for the use of Women-Owned Small Businesses: _____ %

J. Principal types of supplies and services to be subcontracted:
(Indicate types planned for subcontracting to (i) small business, (ii) HUBZone small business, (iii) small disadvantaged business concerns, and (iv) women-owned small business concerns.) (*)

K. Describe method used to develop these goals (e.g., Based on procurement history, available resources, etc.) (*)

L. Were indirect costs included in establishing these goals? Yes ☐ No ☐
If Yes, describe the method used to determine proportionate share of indirect costs to be incurred with (1) small business concerns, (2) HUBZone small business concerns, (3) small disadvantaged business concerns and (4) women-owned small business concerns: (*)

PART II - SUBCONTRACTING PROCEDURES:

A. Name of individual who will administer the offeror's subcontracting program: _____
Include a brief description of this individual's duties:

B. Describe methods used to identify potential sources for solicitation purposes:

(indicate with an "X" those that apply)

_____ Existing Company source lists

_____ SBA Procurement Marketing & Access Network (PRO-Net)

_____ SBA list of certified Small Disadvantaged Business Concerns

_____ National Minority Purchasing Council Vendor Information Service

_____ Dept. of Commerce Research and Information Division of Minority Business Development Agency

_____ Small, HUBZone small, small disadvantaged business and women-owned small business concerns trade associations

OTHER: _____

C. Describe methods used to assure that small, HUBZone small, small disadvantaged business and women-owned small business concerns have an equitable opportunity to compete for subcontracts: (*)

SMALL BUSINESS SUBCONTRACTING PLAN (CONTINUED)

PART III - SUBCONTRACTING PLAN MANAGEMENT:

Offeror certifies that the following procedures regarding management of this Subcontracting Plan are enacted:
(Indicate acknowledgment and compliance by annotating "X" in appropriate blocks.)

- ☐ A. Contractor will assist small, HUBZone small, small disadvantaged and women-owned small business concerns by arranging solicitations, time for the preparation for bids, quantities, specifications, and delivery schedules so as to facilitate participation by such concerns.
- ☐ B. Where lists of potential subcontractors are excessively long, Contractor will make reasonable effort to give all small, HUBZone small, small disadvantaged and women-owned small business concerns an opportunity to compete over a period of time.
- ☐ C. Contractor will provide adequate and timely consideration of the potentialities of small, HUBZone small, small disadvantaged and women-owned small business concerns in all "make-or-buy" decisions.
- ☐ D. Contractor will counsel and discuss subcontracting opportunities with representatives of small, HUBZone small, small disadvantaged and women-owned small business firms.
- ☐ E. Contractor will provide notice to subcontractors concerning penalties and remedies for misrepresentation of business status as small, HUBZone small, small disadvantaged and women-owned small business concerns, for the purpose of obtaining a subcontract that is to be included as part or all of a goal contained in this Contractor's Subcontracting Plan.
- ☐ F. Contractor will ensure that the clause entitled "Utilization of Small Business Concerns" (Latest Revision) contained in referenced solicitation, will be included in all subcontracts that offer further subcontracting opportunities, and that all large business subcontractors receiving a subcontract in excess of \$500,000 will adopt a plan similar to this Plan.
- ☐ G. Contractor will cooperate in any studies or surveys as may be required.
- ☐ H. Contractor will submit periodic reports in order to allow the Government to determine the extent of compliance by the offeror with this Subcontracting Plan.
- ☐ I. Contractor will submit Standard Form 294, Subcontracting Report for Individual Contracts, and/or Standard Form 295, Summary Subcontract Report, in accordance with the instructions on the forms, or as provided in agency regulations.
- ☐ J. Contractor will ensure that subcontractors agree to submit Standard Forms 294 and 295, as appropriate.
- ☐ K. Contractor will maintain the following types of records to demonstrate procedures that have been adopted to comply with the requirements and goals in this Plan. The records shall include at least the following on a plant-wide or company-wide basis, unless otherwise indicated:
- ☐ 1. Source lists (e.g., PRO-Net), guides, and other data that identify small, HUBZone small, small disadvantaged and women-owned small business concerns;
- ☐ 2. Organizations contacted in an attempt to locate sources that are small, HUBZone small, small disadvantaged or women-owned small business concerns;
- ☐ 3. Records of each subcontract solicitation resulting in an award of more than \$100,000 -- indicate
- a. Whether small business concerns were solicited, and if not, why not;
 - b. Whether HUBZone small business concerns were solicited, and if not, why not;
 - c. Whether small disadvantaged concerns were solicited, and if not, why not;
 - d. Whether women-owned small business concerns were solicited, and if not, why not;
 - e. If applicable, the reason award was not made to a small business concern;
- ☐ 4. Any outreach efforts to contact (a) trade associations, (b) business development organizations, and (c) conferences and trade fairs to locate small, HUBZone small, small disadvantaged and women-owned small business sources.
- ☐ 5. Records of internal guidance and encouragement provided to buyers through (a) workshops, seminars, training, etc., and (b) monitoring performance to evaluate compliance with the program's requirements.
- ☐ 6. On a contract-by-contract basis, supporting information for award data submitted by the Contractor to the Government, including the name, address, and business size of each subcontractor. (**)

PART IV

OFFEROR'S SIGNATURE

TYPED NAME AND TITLE

DATE

PART V DETERMINATION OF ADEQUACY/APPROVAL:

- ☐ Division Chief approval, if no subcontracting opportunities determined.
- ☐ Approval 2 levels above CO if SDB Goal is less than 5%.

Contracting Officer

Date

Title/Signature

Date

CONCURRENCE WITH DETERMINATION:
(If nonconcurrence, see attached rationale)

DESC DU _____ Date _____